

Retention and Classification Report

Agency: Weber County (Utah). County Assessor (1286)

Weber Center
2380 Washington Blvd. #380
Ogden, UT 84401

Records Officer

10613	Appraisal cards
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AGENCY: Weber County (Utah). County Assessor

SERIES: 10613

3

TITLE: Appraisal cards

DATES: 1985-

ARRANGEMENT: numerical by serial number

DESCRIPTION:

These records contain the complete information on the appraisal and assessment of real property. The folders contain the taxpayer's name, property address, serial number, legal description including acreage, improvements (size, quality of building, list of taxable features of improvement and photographs of improvements), assessed valuations for land and improvements, notes regarding Board of Equalization adjustments, and factoring worksheets.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 11, Item 1.

AUTHORIZED: //

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office for 5 years and then destroy.

APPRAISAL:

Historical

This series has permanent historical value as documentation of the function of the county appraiser and of the built environment in the county.

AGENCY: Weber County (Utah). County Assessor

SERIES: 10613

TITLE: Appraisal cards

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Weber County (Utah). County Assessor

SERIES: 14659

3

TITLE: Greenbelt lands classification plat maps

DATES: ca. 1950-1968.

ARRANGEMENT: Numerical by book and page.

DESCRIPTION:

These plats document agricultural land assessed on the basis of its productive value rather than its market value under the Farmland Assessment Act. "The owner of land eligible for valuation [under the Farmland Assessment Act] must submit an application to the county assessor of the county in which the land is located" (UCA 59-2-508 (1995)).

RETENTION:

Retain permanent.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 11, Item 4.

AUTHORIZED: //

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Maps: Retain in Office permanently after being microfilmed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

AGENCY: Weber County (Utah). County Assessor

SERIES: 14659

TITLE: Greenbelt lands classification plat maps

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Weber County (Utah). County Assessor

SERIES: 13548

3

TITLE: Photographs

DATES: 1978.

ARRANGEMENT: undetermined.

DESCRIPTION:

These are microfilmed copies of photographs from the tax appraisal cards. Some of them are identified by serial number while others are identified by address. These records contain the complete information on the appraisal and assessment of real property. The folders contain the taxpayer's name, property address, serial number, legal description including acreage, improvements (size, quality of building, list of taxable features of improvement and photographs of improvements), assessed valuations for land and improvements, notes regarding Board of Equalization adjustments, and factoring worksheets.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 11, Item 1.

AUTHORIZED: 05/30/2008

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

AGENCY: Weber County (Utah). County Assessor

SERIES: 13548

TITLE: Photographs

(continued)

PRIMARY CLASSIFICATION:

Public All other information

SECONDARY CLASSIFICATION(S):

Private. Income data

AGENCY: Weber County (Utah). County Assessor

SERIES: 3365

3

TITLE: Property tax assessment rolls

DATES: i 1941-1948.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Weber County (Utah). County Assessor

SERIES: 5065

3

TITLE: Property tax assessment rolls

DATES: 1869-1886.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Weber County (Utah). County Assessor

SERIES: 5108

3

TITLE: Property tax record

DATES: 1869-1870.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently with authority to weed.

AGENCY: Weber County (Utah). County Assessor

SERIES: 22383

3

TITLE: Relocation records

DATES: 1996.

ARRANGEMENT: Alphabetical by subject

TOTAL VOLUME: 0.50 cubic feet.

DESCRIPTION:

These records document the department's move to the Weber Center in 1996. They include moving committee agenda, surplus property lists, equipment inventories, moving company records, floor plans for arranging work areas, and information on dismantling and reinstalling equipment.

RETENTION:

Retain 3 years.

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 02/2000

FORMAT MANAGEMENT:

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Paper: Retain in Office for 3 years and then destroy.

APPRAISAL:

Administrative

AGENCY: Weber County (Utah). County Assessor

SERIES: 22383

TITLE: Relocation records

(continued)

PRIMARY CLASSIFICATION:

Public

AGENCY: Weber County (Utah). County Assessor

SERIES: 5102

3

TITLE: School tax ledger

DATES: 1896-

ARRANGEMENT: Alphanumerical

TOTAL VOLUME:

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

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Paper: Retain in State Archives permanently with authority to weed.